

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving - PWGSC / Réception des soumissions -**  
**TPSGC**  
**11 LaurierSt./ 11, rue Laurier**  
**Place du Portage, Phase III**  
**Core 0A1 / Noyau 0A1**  
**Gatineau**  
**Québec**  
**K1A 0S5**  
**Bid Fax: (819) 997-9776**

## **SOLICITATION AMENDMENT MODIFICATION DE L'INVITATION**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

### **Comments - Commentaires**

THIS DOCUMENT CONTAINS A SECURITY  
REQUIREMENT

### **Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

### **Issuing Office - Bureau de distribution**

Maintenance & Professional Consulting Services  
Division (FK)  
11 Laurier St./ 11, rue Laurier  
3C2, Place du Portage, Phase III  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> Maint-Fire Alarm & Fire Protect	
<b>Solicitation No. - N° de l'invitation</b> EJ195-113186/A	<b>Amendment No. - N° modif.</b> 007
<b>Client Reference No. - N° de référence du client</b> 20113186	<b>Date</b> 2012-09-06
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$FK-285-60902	
<b>File No. - N° de dossier</b> fk285.EJ195-113186	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2012-09-14</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Daly, Diane	<b>Buyer Id - Id de l'acheteur</b> fk285
<b>Telephone No. - N° de téléphone</b> (819) 956-6948 ( )	<b>FAX No. - N° de FAX</b> (819) 956-3600
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Uplands Base - various buildings - Canadair Drive Ottawa, ON K1A 0S5	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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### **Amendment #007**

This Amendment is to update the clauses and certifications with changes to the Consent to a Criminal Record and to extend the solicitation to allow for this change.

1. **Delete:** Important Notice to Bidders in its entirety.

**Insert:** Important Notice to Bidders as follows:

#### **IMPORTANT NOTICE TO BIDDERS**

**IMPORTANT CHANGES HAVE BEEN BROUGHT TO SECTION 01 "CODE OF CONDUCT AND CERTIFICATIONS - BID" OF TO CLAUSE 2003 (2012-07-11) STANDARD INSTRUCTIONS - GOODS OR SERVICES - COMPETITIVE REQUIREMENTS. PLEASE REFER TO PART 5, 5.1.1**

2. **Delete:** Table of Contents in its entirety.

**Insert:** Table of Contents as follows:

### **TABLE OF CONTENTS**

#### **PART 1 - GENERAL INFORMATION**

- 1.1 Introduction
- 1.2 Summary
- 1.3 Debriefings

#### **PART 2 - BIDDER INSTRUCTIONS**

- 2.1 Standard Instructions, Clauses and Conditions
- 2.2 Submission of Bids
- 2.3 Enquiries - Bid Solicitation
- 2.4 Applicable Laws
- 2.5 Mandatory Site Visit

#### **PART 3 - BID PREPARATION INSTRUCTIONS**

- 3.1 Bid Preparation Instructions
  - Section I Technical Bid
  - Section II Financial Bid

#### **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

- 4.1 Evaluation Procedures
- 4.2 Basis of Selection

#### **PART 5 - CERTIFICATIONS**

- 5.1 Certifications Required Precedent to Contract Award

## PART 6 - SECURITY REQUIREMENT

- 6.1 Security Requirement
- 6.2 Employee Information for Security

## PART 7 - RESULTING CONTRACT CLAUSES

- 7.1 Statement of Work
  - 7.1.1 Replacement of Specific Individuals
- 7.2 Standard Clauses and Conditions
  - 7.2.1 General Conditions
- 7.3 Security Requirement
- 7.4 Term of Contract
  - 7.4.1 Period of Contract
- 7.5 Authorities
  - 7.5.1 Contracting Authority
  - 7.5.2 Technical Authority
  - 7.5.3 Contractor's Representative
- 7.6 Payment
  - 7.6.1 Limitation of Expenditure
  - 7.6.2 Basis of Payment
  - 7.6.3 SACC Manual Clauses
- 7.7 Invoicing Instructions - Maintenance Services
- 7.8 Certifications
- 7.9 Applicable Laws
- 7.10 Priority of Documents
- 7.11 Foreign Nationals (Canadian Contractor)
- 7.12 Insurance Requirements
  - 7.12.1 Insurance Requirements
  - 7.12.2 Commercial General Liability Insurance
- 7.13 Cellular Phones and/or Pagers
- 7.14 Site Regulations
- 7.15 Pre-commencement Meeting

### List of Annexes:

- Annex A Statement of Work
- Annex B Security Requirements Check List (SRCL)
- Annex C Complete list of all individuals who are currently directors of the Bidder**
- Annex D Cost Estimate Form for Extra Work

3. **Delete: 2.1** - Standard Instructions, Clauses and Conditions in its entirety.

**Insert:** 2.1 - Standard Instructions, Clauses and Conditions as follows:

## 2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003, (2012-07-11) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

- Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days

Insert: *one hundred and twenty (120) days*

- The text under Subsection 4 of Section 01 - Code of Conduct and Certifications of 2003 referenced above is replaced by:

Bidders should provide, with their bid or promptly thereafter, a complete list of names of all individuals who are currently directors of the Bidder. If such a list has not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to provide such a list within the required time frame will render the bid non-responsive. Bidders must always submit the list of directors before contract award.

Canada may, at any time, request that a Bidder provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form - PWGSC-TPSGC 229) for any or all individuals named in the aforementioned list within a specified delay. Failure to provide such Consent Forms within the delay will result in the bid being declared non-responsive.

- The text under Subsection 5 of Section 01 - Code of Conduct and Certifications of 2003 referenced above is replaced by:

The Bidder must diligently maintain the list up-to-date by informing Canada in writing of any change occurring during the validity period of the bid, and must also provide Canada, when requested, with the corresponding Consent Forms. The Bidder will also be required to diligently maintain the list and when requested, provide Consent Forms during the period of any contract arising from this bid solicitation.

4. **Delete:** 4.1.1- Technical and Financial Evaluation - mandatory requirements in its entirety

**Insert:** 4.1.1- Technical and Financial Evaluation - mandatory requirements as follows:

#### **4.1.1 Technical and Financial Evaluation - mandatory requirements**

- 1) Submission of Evidence for all items in accordance with RFP Part 3, Section I - Technical Bid; and
- 2) Submission of a Firm Price/Rate in Canadian funds for all the items listed in Part 3, Section II: Financial Bid.

5. **Delete:** Part 5 - Certifications in its entirety

**Insert:** Part 5 - Certifications as follows:

### **PART 5 - CERTIFICATIONS**

Bidders must provide the required certifications to be awarded a contract. Canada will declare a bid non-responsive if the required certifications are not completed and submitted as requested.

Compliance with the certifications bidders provide to Canada is subject to verification by Canada during the bid evaluation period (before award of a contract) and after award of a contract. The Contracting Authority will have the right to ask for additional information to verify the bidders' compliance with the certifications before award of a contract. The bid will be declared non-responsive if any certification made by the Bidder is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications or to comply with the request of the Contracting Authority for additional information will also render the bid non-responsive.

#### **5.1 Certifications Precedent to Contract Award**

The certifications listed below should be submitted with the bid but may be completed and submitted afterwards. If any of these required certifications is not completed or submitted as requested, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

### 5.1.1 Code of Conduct Certifications

Bidders should provide, with their bids or promptly thereafter, a complete list of names of all individuals who are currently directors of the Bidder. If such a list has not been received by the time the evaluation of bids is completed, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Bidders must submit the list of directors before contract award, failure to provide such a list within the required time frame will render the bid non-responsive.

The Contracting Authority may, at any time, request that a Bidder provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form - PWGSC-TPSGC 229) for any or all individuals named in the aforementioned list within a specified delay. Failure to provide such Consent Forms within the delay will result in the bid being declared non-responsive.

### 5.1.2 Federal Contractors Program - over \$25,000 and below \$200,000 (A3031T 2010-08-16)

Suppliers who are subject to the Federal Contractors Program (FCP) and have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive federal government contracts over the threshold for solicitation of bids as set out in the Government Contracts Regulations. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason other than the reduction of their workforce to less than 100 employees. Any bids from ineligible contractors, including a bid from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

The Bidder, or, if the Bidder is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Bidder or the member of the joint venture:

- (a) ( ) is not subject to the FCP, having a workforce of less than 100 full-time or part-time permanent employees, or temporary employees having worked 12 weeks or more in Canada;
- (b) ( ) is not subject to the FCP, being a regulated employer under the Employment Equity Act, S.C. 1995, c. 44;
- (c) ( ) is subject to the requirements of the FCP, having a workforce of 100 or more full-time or part-time permanent employees, or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC, having not bid on requirements of \$200,000 or more;
- (d) ( ) has not been declared an ineligible contractor by HRSDC, and has a valid certificate number as follows: \_\_\_\_\_.

Further information on the FCP is available on the HRSDC Web site.

### 5.1.3 Former Public servant Certification

Contracts with former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts with FPS, bidders must provide the information required below.

#### Definitions

For the purposes of this clause,

"former public servant" is any former member of a department as defined in the Financial Administration Act, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- (a) an individual;
- (b) an individual who has incorporated;
- (c) a partnership made of former public servants; or
- (d) a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means, in the context of the fee abatement formula, a pension or annual allowance paid under the Public Service Superannuation Act (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the Supplementary Retirement Benefits Act, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the Canadian Forces Superannuation Act, R.S., 1985, c. C-17, the Defence Services Pension Continuation Act, 1970, c. D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c. R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c. R-11, the Members of Parliament Retiring Allowances Act, R.S., 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

#### Former Public Servant in Receipt of a Pension

Is the Bidder a FPS in receipt of a pension as defined above? YES ( ) NO ( )

If so, the Bidder must provide the following information:

- (a) name of former public servant;
- (b) date of termination of employment or retirement from the Public Service.

## Work Force Reduction Program

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of a work force reduction program? YES ( ) NO ( )

If so, the Bidder must provide the following information:

- (a) name of former public servant;
- (b) conditions of the lump sum payment incentive;
- (c) date of termination of employment;
- (d) amount of lump sum payment;
- (e) rate of pay on which lump sum payment is based;
- (f) period of lump sum payment including start date, end date and number of weeks;
- (g) number and amount (professional fees) of other contracts subject to the restrictions of a work force reduction program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including the Goods and Services Tax or Harmonized Sales Tax.

## Certification

By submitting a bid, the Bidder certifies that the information submitted by the Bidder in response to the above requirements is accurate and complete.

6. **Delete:** 7.2.1 - General Conditions in its entirety

**Insert:** 7.2.1 - General Conditions as follows:

### 7.2.1 General Conditions

2035 2012-07-16, General Conditions - Services, apply to and form part of the Contract.

- The text under Subsection 4 of Section 41 - Code of Conduct and Certifications Contract referenced above is replaced by:

During the entire period of the Contract, the Contractor must diligently update, by written notice to the Contracting Authority, the list of names of all individuals who are directors of the Contractor whenever there is a change. As well, whenever requested by Canada, the Contractor must provide the corresponding Consent Forms.



Solicitation No. - N° de l'invitation

EJ195-113186/A

Client Ref. No. - N° de réf. du client

20113186

Amd. No. - N° de la modif.

007

File No. - N° du dossier

fk285EJ195-113186

Buyer ID - Id de l'acheteur

fk285

CCC No./N° CCC - FMS No/ N° VME

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7. **Delete:** Annex "D" in its entirety

**Insert:** Annex "D" as follows:

## **ANNEX D**

### **COST ESTIMATE FORM FOR EXTRA WORK**

**(Please see attached)**

Solicitation No. - N° de l'invitation

EJ195-113186/A

Amd. No. - N° de la modif.

007

Buyer ID - Id de l'acheteur

fk285

Client Ref. No. - N° de réf. du client

20113186

File No. - N° du dossier

fk285EJ195-113186

CCC No./N° CCC - FMS No/ N° VME

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8. **Delete:** Page 1 - Solicitation Closes by date in its entirety

**Insert:** Page 1 - Solicitation Closes by Friday September 14, 2012 at 2:00 PM EST

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.**

# Annex “E”-Cost Estimate Form For Extra Work

Contractor: \_\_\_\_\_

Date: \_\_\_\_\_

Description of Work:

(Please attach a separate sheet if required)

		Hourly Rate as per Contract		
I Direct Costs	No. of Hours	AC Technician	G2 Technician	Total
<b>i Direct Labour</b>				
Repair Work Labour				
Emergency Calls Labour				
Other Labour (Specify: _____)				
Total Direct Labour				\$ _____ (i)
<b>ii Direct Material Costs *</b>				
Replacement Parts				
Repair Parts				
Other Material (Specify: _____)				\$ _____ (ii)
Total Direct Material Costs				
<b>iii Other Direct Costs</b>				
Other (Specify: _____)				
Total Other Direct Costs				\$ _____ (iii)
<b>II Total Price</b>				<b>Total</b>
Total Direct Costs (i + ii + iii) (GST/HST extra)				\$ _____

Note: Materials will be charged at our laid-down cost plus a mark-up in accordance with Pricing Schedule 2.

Name: \_\_\_\_\_

(Please print)

Signature: \_\_\_\_\_